

JOB DESCRIPTION AND PERSON SPECIFICATION FOR AGENDA FOR CHANGE BAND	Principal Applied Psychologist or Psychological Therapist
HOURS AND DURATION	8B
AGENDA FOR CHANGE REFERENCE NUMBER	As specified in the job advertisement and the Contract of Employment
DBS LEVEL	3290
REPORTS TO	Enhanced DBS
ACCOUNTABLE TO	Family Service Manager CAMHS EDT
LOCATION	Consultant Clinical Psychologist/Psychological Therapist, Lead for Personality Disorder Pathway
	The post holder will initially be based at the location specified in the job advertisement and the Contract of Employment. However, the Trust reserves the right, with consultation, to relocate post holders to any base within the Trust in line with service requirements.

JOB SUMMARY

The post-holder will work working autonomously within professional guidelines, Trust policies, procedures, and service priorities. The post holder will hold responsibility for defined aspects of the clinical leadership of the service. This will require clinical leadership, line management responsibility and delegated deputising. The role will include delivery on specified research/audit/service evaluation projects. The post holder will propose, implement, and consult on policy changes in line with the principles of the CAMSH Eating Disorder Service.

The post-holder will offer highly specialist clinical consultation and supervision on service users' psychological care to multi-disciplinary colleagues. The post-holder will manage and be responsible for the provision of clinical and managerial supervision to lower banded clinicians working into the personality disorder pathway.

The post-holder will deploy knowledge and skills in specialist aspects of evidenced based psychological practice including the assessment and treatment of service users who present with high levels of complexity and risk. This will entail working with service users falling within the remits of this pathway and its catchment areas across the integrated healthcare system.

The post-holder will participate fully in multidisciplinary clinical teams as part of the CAMHS Eating Disorder Team. The post holder will provide teaching, consultation and training utilising specialist clinical knowledge to colleagues working across the integrated healthcare system including to colleagues trained to a doctoral level.

MAIN DUTIES AND RESPONSIBILITIES:

1. To demonstrate the Trust's values in everything you do in the work environment and live up to LPT's Leadership Behaviours
2. To be responsible in the use and expenditure of the Trust's resources that you utilise
3. Delivery of Effective Healthcare within the organisation
4. Establishing Effective Leadership and Communication
5. Continuing Education, Professional and Personal Development
 - 5.1. Undertake the Trust's corporate and local induction, and maintain your learning and compliance with training requirements for your role
 - 5.2. Participate in supervision via agreed review and appraisal mechanisms
 - 5.3. It is mandatory for all professionally qualified staff and clinical support staff to actively participate in clinical supervision as an integral part of their professional development.
6. Clinical Governance, Reduction of Risk, Audit and Research
7. Management and use of Resources and Information
 - 7.1. All records that the role is responsible for or modifies must be kept up to date and maintained in an accurate and diligent manner
8. Operating with Quality in everything you do and Maintaining a Safe Environment
9. Lead, oversee and provide management for the workload of lower banded clinical staff working into the personality disorder pathway within the framework of team policies and procedures.
10. Plan, organise and lead teaching and training activities of the pathway such as workshops, conferences and lectures.
11. Utilise theory, evidence-based literature and research to support evidence-based practice in delivery of clinical work directly and indirectly through informing the work of other team members.
12. Contribute to the team meetings, senior team meetings and the effective operation of the personality disorder pathway.
13. Understand the principals of child protection procedures, adult safeguarding procedures and legislation in relation to the client group and mental health.
14. Continue to develop own skills and knowledge and also actively contribute to the development of others.
15. Promote best practice in health, safety and security.
16. Promote people's equality, diversity and rights.
17. Collect, collate and report routine and complex data and information
18. To be responsible in the use and expenditure of the Trust's resources that you utilise
19. Provide specialist consultation regarding the organisational dynamics of teams within the Trust. This may include incident de-briefing to staff groups and investigation of complaints and serious incidents.
20. Liaise, as appropriate, with clinicians and managers outside of the service over clinical and other issues, while remaining within the boundaries and parameters of the personality disorder pathway.

KEY RESULT AREAS:

Clinical

(a) To provide highly specialist psychological assessments of people referred to the service upon the appropriate use, interpretation and integration of data from a variety of sources including psychological and neuropsychological tests, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with service users, family members and others involved in service user's care.

(b) To formulate, implement and recommend clinical plans to colleagues, those in other agencies and carers for the formal psychological treatment and/or management of a service user's mental health problems, based upon an appropriate conceptual framework of the client's problems, and employing methods based upon evidence of efficacy across the full range of care settings.

(c) To be responsible for implementing a range of psychological interventions for individuals and groups within and across teams/services employed individually and in synthesis, adjusting and refining psychological formulations drawing upon different explanatory models and maintaining a number of provisional hypotheses.

(d) To evaluate and make decisions about treatment options taking into account both theoretical and therapeutic models and highly complex factors concerning historical and developmental processes.

(e) To exercise autonomous professional responsibility for the assessment, treatment and discharge of people whose problems are managed by psychologically based care plans.

(f) To provide highly specialist psychological advice guidance and consultation to other professionals contributing directly to client's formulation, diagnosis, risk and treatment plan.

(g) To contribute directly and indirectly to a psychologically based framework of understanding and care to the benefit of all people of the service, across all settings and agencies serving the client group.

(h) To undertake risk assessment and risk management for individual people and to provide advice to other professions on the psychological aspects of risk assessment and risk management.

(i) To act as lead professional, where appropriate, taking responsibility for initiating planning and review of care plans bringing together relevant individuals and agencies as required including service users, their carers, referring agents and others involved in the network of care.

(j) To communicate in a skilled and sensitive manner, information concerning the assessment, formulation and treatment plans of people and to monitor progress during the course of their multidisciplinary assessment and intervention.

(k) Responsible with others for facilitating effective multi-disciplinary team working by providing psychological expertise and perspectives to optimise the effectiveness of assessment, management of risk, and treatment for individual people.

(l) Provides expert clinical input to case conferences with referral allocation meetings and meetings held jointly with other agencies.

(m) Responsible for giving therapeutic/intervention advice to staff from other agencies as part of therapeutic programmes.

Management

(a) The post holder will lead on the development and implementation of a specialist area within the pathway in line with the pathway clinical strategy.

(b) To be a core member of the clinical pathway's senior management team and provide support advice and clinical leadership.

(c) To represent and deputise as required for the clinical lead of the team.

- (d) To manage and oversee the workloads of lower banded staff, within the framework of the pathway's policies and procedures. This will include full line management responsibilities including performance management, management of sickness and providing appraisals.
- (e) To support the implementation of monitoring professional standards and quality policies for those clinicians working into the pathway and wider as required so that practice reflects best available evidence and up-to-date-recovery focused practice.
- (f) To ensure the clinical team achieves the standards and targets required by regulators and the commissioners in relation to professional practice and quality improvements.
- (g) To address performance and conduct concerns where required.
- (h) To provide regular information for use throughout areas of the directorate and Trust regarding the delivery of professional the clinical pathway.
- (i) To ensure the provision of good quality supervision both for clinicians working into designated area of the personality disorder pathway.
- (j) To work in partnership with senior clinical and operational leads from across the organisation and integrated healthcare system to ensure an effective and cohesive approach is taken in the clinical provision for service users served by this pathway.
- (k) To work in partnership with operational managers to develop recruitment and retention approaches for the clinical teams, and to participate in recruitment and selection as required.
- (l) Keeps and disseminates statistical data as specified in relation to quality improvement, ongoing governance and operational risk mitigation.
- (m) Liaise with staff, patients and relatives and provide support and guidance following a serious incident or in other traumatic circumstances.

Finances

- a) Act as an authorised signature for financial payments, invoices, procurement, staff mileage and expenses as required.
- b) Inform service on the targeting of resources, monitoring, implementing, evaluating and delivery of plans by providing sophisticated high quality information and analysis.

Research

- (a) To utilise theory, evidence-based literature and research to support evidence based practice in direct work and work with other team members.
- (b) Responsible for planning, executing and analysing relevant psychological research independently and/or in co-operation with others within Trust services.
- (c) Responsible for providing trainees and students training in core professions with research opportunities and acting as a field supervisor as appropriate.
- (d) Co-operates with University and NHS colleagues in the planning and execution of relevant psychological research.
- (e) Communicates research findings to appropriate meetings, conferences and symposia at local and regional level.
- (f) Where appropriate, submits research findings for publication in journals and other forms of professional communication.

(g) Responsible for initiating and/or co-operating with audit and service evaluation as well as providing psychological statistical and research methodology expertise.

(h) To undertake project management, including complex audit and service evaluation, with colleagues within the service to help develop service provision as part of QI (Quality Improvement) projects. This would be expected to constitute a significant part of the role and would be part of the weekly activity of the post holder.

Teaching

- a) Provide teaching sessions to a range of professions (undergraduate and post-graduate level including doctoral trainees) across the integrated healthcare system utilising specialist knowledge but delivering teaching commensurate to the knowledge base of the audience.
- b) Provides teaching and training on psychological/clinical matters to undergraduate to MDT colleagues and colleagues from other agencies as well as to other psychologists/psychological therapists

Supervision

(a) Responsible for the clinical and managerial supervision of lower banded clinicians working into the service

(b) To receive regular clinical and managerial supervision from a more senior (consultant) psychologist/psychological therapist and, where appropriate, other professional colleagues.

(c) Ensures that clinical supervisory skills are updated through appropriate CPD.

Continuing Professional Development

(a) To contribute to the development and maintenance of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes consistent with current recommendations from regulatory and professional agencies such as the HCPC/BPS/UKCP/BACP/HEE in consultation with the service lead.

(b) Training needs should be evaluated with the operational lead for the service, at least annually through the Performance Development Review process and training targets agreed.

(c) To develop skills in the area of professional post-graduate teaching, training and supervision and to provide supervision to other clinicians' psychological work as appropriate.

Liaison with Other Disciplines and Agencies

- a) Establishes and maintains link with relevant professionals and agencies in respect of clinical services and service development.
- b) Other duties
- c) Contributes to the development of the roles of psychological therapists within the Trust and which may involve holding officer posts on relevant committees.
- d) Attends relevant Governance Meetings and Training events.

Additional role requirements

- a. To contribute to the development and articulation of best practice in the delivery of psychological interventions across service by continuing to develop the skills, taking part in

regular professional supervision and appraisal and maintaining an active engagement with current developments in the field of psychological interventions and other related disciplines for this service user group.

- b. To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and the responsible exercise of professional self-governance in accordance with professional codes of practice and Trust policies and procedures.
- c. To maintain up-to-date knowledge of legislation, national and local policies and issues in relation the services provided Leicestershire Partnership NHS Trust.
- d. The post-holder is required to comply with and actively promote the Trust's Equal Opportunities Policies.

COMMUNICATION AND WORKING RELATIONSHIPS

- a. Communicate clearly and effectively with clinicians, operational managers and commissioners working across the integrated healthcare system. This will involve communicating effectively with people from different professional groups and service provisions, on matters relating to the clinical care of service users, to ensure that high standards of assessment and treatment are maintained and that the requirements of clinical governance are met.
- b. The post-holder will be required to communicate sensitive and contentious information with a range of staff and service users. This will include feeding back improvement areas, liaising with managers, senior clinicians, negotiate solutions and make changes to working practices.

Internal:

- Trust Executives and Non-executives
- Divisional Directors and Head/Deputy Head of Service
- Clinical Directors and medical staff
- Heads of Nursing
- Service Managers
- Team Managers
- Senior Nurses
- Clinical Team leaders in the teams
- Staff across all grades and disciplines
- Matrons and other clinical leads

External:

- Partner and voluntary agencies
- Service users, carers and their representatives agencies
- Inspectors and regulators, e.g. CQC
- Education and development providers
- Professional network groups

ENVIRONMENTAL FACTORS

21. Physical Effort

- 21.1. There is a requirement to sit for long periods of time in constrained positions during sessions with service users and also to spend time sitting at a desk on a daily basis.

22. Mental Effort

22.1. Working with this client group necessitates frequent exposure to significant hazards that are an unavoidable part of the post. The post requires the provision of highly specialist psychological assessments and interventions in settings which may be in isolation of other workers. The Psychotherapist may encounter verbal and physical aggression and, more rarely, actual violence towards property and the person.

23. Emotional Effort

23.1. Service users may well experience intense emotions or at times be dissociated. The clinical work requires the post holder to maintain intense concentration, and proactive engagement using their understanding of self and other to contain disturbance. It is routinely emotionally demanding and frequently highly distressing.

24. Working Conditions

24.1. There is likely to be routinely exposure to verbal and the potential for physical aggression from service users and the post-holder will be trained in breakaway techniques and have access to personal alarms when appropriate.

The job description is not exhaustive and will be reviewed in the light of changing needs and organisational development. Any changes will be discussed with the post holder who may be required to carry out the duties appropriate to the grade and scope of the post.

OUR LEADERSHIP BEHAVIOURS: IT STARTS WITH ME

Our leadership behaviours framework set the standards of expectation we aspire to in our daily work. Meeting these standards and developing the capability to exceed them, will not only ensure that we continue to improve and respond flexibly to changing needs as an organisation, but will also help our staff to fulfil their potential, both in terms of personal achievement and career advancement.

The behaviours we expect to see at LPT are:



Valuing one another



**Recognising and valuing
people's differences**



Working together



**Taking personal
responsibility**



**Always learning and
improving**

ADDITIONAL INFORMATION

The NHS is in a period of continuing change due to developments and rationalisation of services. This will lead to a modification of structures and job descriptions. The post holder will be expected to co-operate with changes, subject to consultation, at any time throughout the duration of their contract.

MOBILITY

The person specification for the role will detail the mobility requirements of the post. However, employees may be required to work at any of the other sites within the organisation subject to consultation.

POLICIES AND PROCEDURES

All staff should comply with the Trust's Policies and Procedures. It is the employee's responsibility to ensure that they are aware of the relevant Policies and Procedures for their area of work. Key Policies and Procedures will be explained as part of local induction arrangements

SAFEGUARDING CHILDREN AND ADULTS

The Trust takes the issues of Safeguarding Children and Adults, and addressing domestic violence very seriously. All employees have a responsibility to support the Trust in its duties by adhering to all relevant national and local policies, procedures, practice guidance and professional codes; promptly reporting any concerns to the appropriate authority in line with safeguarding policy and guidance; attending mandatory training on Safeguarding children and adults; being familiar with individual and the Trust's requirements under relevant legislation.

MENTAL CAPACITY ACT

All clinical staff will be aware of their responsibilities under the Mental capacity Act and will ensure that assessment for Deprivation of Liberty Safeguards is in place for any patient that is deemed to lack capacity to consent to their care and treatment.

MAKING EVERY CONTACT COUNT

All staff are positively encouraged to contribute to improving health for themselves, their patients, service users and colleagues. This happens when, in everyday contact, the opportunity is taken to raise the subject of choosing better health by stopping smoking, reducing alcohol intake, eating more healthily and becoming more active. The Trust's Making Every Contact Count programme has further information.

HEALTH AND SAFETY

It is the duty of all employees of the Trust to ensure that a safe working environment and safe working practices are maintained at all times. Any specific duties you are required to fulfil as part of the job you are employed to undertake will be detailed as part of your job description. All employees must comply with the duties imposed on them by the Health and Safety at Work Act 1974, i.e.

- To take responsibility for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.
- To co-operate with their employer as far as is necessary to meet the requirement of the legislation.
- Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health and safety or welfare

These duties apply to all staff whenever and wherever they are engaged on Trust business.

DATA PROTECTION

In line with national legislation, and the Trust's policies, you must process all personal data fairly and lawfully and in a transparent way, for the specific, explicit and legitimate purpose(s) it was obtained and not disclosed in any way incompatible with such purpose(s) or to any unauthorised persons or organisations, unless a lawful exemption applies.

The post holder must be familiar with and comply with the all Trust Policies on Data Protection, Confidentiality and Information Security and requests for personal information.

The post holder must be familiar with and comply with the General Data Protection Regulation and Data Protection Act 2018.

Personal Data must be:

- Processed lawfully, fairly and in a transparent manner
- Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- Adequate, relevant and limited to what is necessary
- Accurate and where necessary, kept up-to-date
- Kept in a form which permits identification of data subjects for no longer that is necessary for the purposes which it is processed
- Processed in manner that ensures appropriate security, including protection against unauthorised or unlawful processing and accidental loss, destruction or damage

CONFIDENTIALITY

The Trust attaches the greatest importance to patient confidentiality and to the confidentiality of personal health data, personal data and other data held and processed by the Trust. All data should be treated as confidential and should only be disclosed on a need-to-know basis.

Some data may be especially sensitive and is the subject of a specific organisation policy, including information relating to the diagnosis, treatment and/or care of patients and service users, as well as individual staff records. Under no circumstances should any data be divulged or passed on to any third party who is not specifically authorised to receive such data. In addition, staff must not access personal information unless authorised to do so as part of their role.

Due to the importance that the organisation attaches to confidentiality, disciplinary action will be considered for any breach of confidentiality. All members of staff are expected to comply with national legislation and local policy in respect of confidentiality and data protection.

With the increased use of information technology and e-communications, staff should also be aware that safe guards are in place to protect the privacy of individuals when using these mechanism, both inside and outside of work. This includes the use of social media i.e. Facebook, Twitter, Snapchat etc. Where privacy is breached disciplinary action will be considered.

All employees should be mindful of the seven Caldicott principles when dealing with person identifiable information.

1. Justify the purposes of using confidential information
2. Only use it when absolutely necessary
3. Use the minimum that is required
4. Access should be on a strict need to know basis
5. Everyone must understand his or her responsibilities
6. Understand and comply with the law

7. The duty to share information can be as important as the duty to protect patient confidentiality

If there is any doubt whether or not someone has legitimate access to information, always check before you disclose.

EQUALITY AND DIVERSITY

We aim to design and provide services and employment practices that meet the diverse needs of our service users and staff, ensuring that none are placed at a disadvantage over others. You will be expected to take into account the provisions of the Equality Act 2010 to advancing equal opportunity. You must act in your role to ensure that no one receives less favourable treatment due to their protected characteristics i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (gender) or sexual orientation.

In carrying out its functions, you must have due regard to the different needs of different protected equality groups in their area.

INFECTION CONTROL

All employees have a responsibility to protect from infection themselves and other people, whether they be patients, other staff or visitors, as well as making all reasonable effort to reduce or prevent the risk of infection in their working environment. All staff have a duty to make themselves familiar with and comply with Infection Prevention and Control Policies and Procedures, carry out duties required by legislation such as the Health and social care Act 2008 (updated 2015) (and subsequent legislation), and to attend mandatory training relating to infection prevention and control.

COUNTER FRAUD

Staff are expected to report any incidences of potential fraud to the Counter Fraud Helpline on 0800 028 40 60.

SMOKING AT WORK

The Trust has a "Smoke Free Policy", which applies to:

- All persons present in or on any of the Trust grounds and premises
- All persons travelling in Trust owned vehicles (including lease cars) whilst on official business.
- Privately owned vehicles parked on Trust grounds or when transporting Service Users, Visitors on official Trust business.
- When wearing an NHS uniform.

ELECTRONIC ROSTERING

'Our Electronic Rostering system is key to ensuring staff are in the right place with the right skills at the right time, to ensure we carry out this responsibility effectively; all LPT staff must adhere to the rostering standards and guidelines set out in the Electronic Rostering Policy, pertaining to their role'.

Person Specification Selection Criteria:	3. Essential/ Minimum 1. Desirable	Stage measured at. You must demonstrate the required criteria at all stages indicated			
		Appli- cation form	Intervi- ew	Test	Prese- ntation
<p>Demonstrates a commitment to the Trust's Values</p> <p>1.1 Compassion 1.2 Trust 1.3 Respect 1.4 Integrity</p>	<p>3 3 3 3</p>		<p>X X X X</p>		
<p>Qualifications (Equivalent qualifications will be considered where their equivalency can be demonstrated)</p> <p>2.1 Core qualification as an Applied Psychologist, Nurse, Occupational Therapist or social worker and current registration with appropriate regulatory body (e.g. HCPC, NMC).</p> <p>2.2 Education in a relevant subject (clinical and/or leadership/management) to a masters level or above.</p> <p>2.3 Evidence through core training or post-qualification(s)/experience of utilising models of psychopathology and clinical psychometrics in two or more distinct psychological therapies and lifespan development with associated registration with professional body (HCPC, UKCP, BABCP, BACP)</p>	<p>3 3 3</p>	<p>X X X</p>			
<p>Knowledge and Skills</p> <p>3.1 Substantial and excellent professional knowledge of clinical presentations typically encountered in the services constituting Mental Health Services including a broad</p>	<p>3</p>	<p>X</p>	<p>X</p>		

and deep understanding of definitions, conventions of diagnosis, treatment and support options, risk management, research evidence and national policy					
3.2 Excellent professional knowledge of utilising psychological models working with individual and group therapies.	3	X	X		
3.3 Knowledge and skill in the use of a variety of assessment approaches, including self-assessment and clinical interview tools.	3	X	X		
3.4 Knowledge of the theory and practice of specialised psychological therapies in difficult to treat groups.	3	X	X		
3.5 Awareness of cultural and other diversity issues.	3	X	X		
3.6 Familiarity with the principles of child protection and adult safeguarding procedures and legislation in relation to the service user group and mental health.	3	X	X		
Experience (both work and 'life' related)					
4.1 Experience or working in a clinically orientated multi-disciplinary and multi-agency mental health setting.	3	X	X		
4.2 Experience of highly specialist risk and psychological assessment and treatment of service users across the full range of care settings: community, inpatient and residential.	3	X	X		
4.3 Ability to maintain a high degree of professionalism in the face of highly emotive and distressing problems, verbal abuse and the threat of physical aggression.	3	X	X		
4.4 Supervision of clinical staff across a range of professional backgrounds and levels of experience in relation to the provision of psychological interventions.	3	X	X		

Personal Attributes					
5.1 Able to work independently in the context of consultation and supervision from the lead for the service	3	X	X		
5.2 Ability to teach and train others using a variety of complex multi-media materials suitable for presentations within public, professional and academic settings.	3	X	X		
5.3 Communicating effectively with colleagues, managers and others in both written and verbal forms, including the preparation of reports, investigations, plans and proposals Team working	3	X	X		
5.4 Demonstrates ability to work effectively as team member and to fit into the existing clinical team	3	X	X		
5.6 Capacity to negotiate successfully with others and work collaboratively to resolve conflict	3	X	X		
5.7 Ability to identify and employ mechanisms of clinical governance as appropriate, to support and maintain clinical practice in the face of regular exposure to highly emotive material and challenging behaviour.	3	X	X		
5.8 Willingness to bring a problem solving approach and flexibility in thinking/approach in relation to changes required in how we deliver the pathway within the therapeutic stance of the pathway and adhering to principles of good practice, willing to embrace and lead on change as required.	3	X	X		
Standard Requirements					
Commitment to Equality & Valuing Diversity Principles	3	X	X		
Understanding of Confidentiality & Data Protection	3	X	X		
Understanding of the service users of the Trust (which could include lived experience of conditions the	3	X	X		

Trust deals with or of receiving services relevant to those the Trust provides)					
Mobility This will either be not applicable or own transport or suitable alternative. Dependence on public transport is not suitable for this role		You must demonstrate how you would meet the stated mobility requirement on your application form			